

**CITY COUNCIL - PRE-MEETING 6:30 P.M. TO 7:00 P.M.**

Natchitoches City Council will have a pre-council meeting beginning at 6:30 p.m. and ending at 7:00 p.m. to discuss any non-agenda items. The City Council meeting will begin promptly at 7:00 p.m. on the second and fourth Monday of each month and will be reserved to only items on the Agenda. The public is invited to both the pre-council meetings and council meetings with the understanding that items not on the agenda will not be discussed at the scheduled council meetings, but the public is welcome to discuss any topic at the pre-council meetings.

**NATCHITOCHES CITY COUNCIL MEETING**

**AUGUST 8, 2011**

**7:00 P.M.**

**A G E N D A**

1. **CALL TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **READING AND APPROVAL OF THE MINUTES OF JULY 25, 2011**
5. **BIDS – OPEN:**
  - #077 Mims** Resolution Authorizing The Mayor To Open The Bids For Liquid Chlorine For The Water Treatment Plant (Bid No. 0517)  
Committee: Pat Jones, Edd Lee, Sylvia Morrow, Bryan Wimberly
  - #078 Morrow** Resolution Authorizing the Mayor to Open Bids for Bulk Hydrated Lime for the Water Treatment Plant (Bid No. 0518)  
Committee: Pat Jones, Edd Lee, Sylvia Morrow, Bryan Wimberly
6. **BIDS – ADVERTISE:**
  - #079 McCain** Resolution Authorizing the Mayor to Advertise and Accept Bids for the Purchase of Capacitor Voltage Transformers and Metering Potential Transformers for St. Maurice Substation (Bid No. 0521)  
Committee: Pat Jones, Edd Lee, Don Mims, Bryan Wimberly, Mike Hilton
7. **ORDINANCES – FINAL:**
  - #044 Nielsen** Ordinance Amending the 2010 – 2011 Budget to Reflect Additional Revenues and Expenditures
8. **RESOLUTIONS:**
  - #076 Payne** Resolution Adopting The Parish-Wide Hazard Mitigation Plan Update
  - #080 McCain** Resolution Authorizing The Mayor To Execute Work Order Addendum No. One-R2-Final To The Open General Services Agreement Between The City Of Natchitoches And Airport Development Group, Inc. For The Improvements To The Natchitoches Regional Airport  
City Of Natchitoches Bid No. 0500
  - #081 Mims** Resolution Authorizing The Mayor To Execute Change Order No. 2 To The Agreement Between The City Of Natchitoches And Regional Construction, L.L.C. For The Construction Of The Events Center Parking Lot
  - #082 Nielsen** Resolution Authorizing The Execution Of The Substantial Completion Of The Renovations To The Events Center Parking Lot
9. **ANNOUNCEMENTS:**
10. **ADJOURNMENT**

**NOTICE TO THE PUBLIC**

In accordance with the Americans with Disabilities Act, if you need special assistance, please contact the City Clerk's Office at (318) 352-2772 describing the assistance that is necessary.

If you wish to address the Council, please complete the "Request to Address City Council" form located on the entrance table.

PROCEEDINGS OF THE CITY COUNCIL  
OF THE CITY OF NATCHITOCHES, STATE OF LOUISIANA,  
REGULAR MEETING HELD ON  
MONDAY, AUGUST 8, 2011, AT SEVEN O'CLOCK, (7:00) P.M.

The City Council of the City of Natchitoches met in legal and regular session at the Natchitoches Arts Center, 716 Second Street, Natchitoches, Louisiana on Monday, August 8, 2011, at 7:00 p.m.

There were present:

Councilmen Larry Payne, Jack McCain, Dale Nielsen, Don Mims, Jr.

Absent:

Councilwoman Sylvia Morrow

The Mayor asked everyone to please remember the family of Mr. Bill Crews in their prayers. Mr. Crews was a great man and a real character and will be missed by everyone.

The Mayor asked everyone to rise for the Invocation given by Mr. Michael Braxton, Director of Public Works, followed by the Pledge of Allegiance lead by Mr. Paul Washington.

The Mayor then called for the reading of the Minutes. Mr. McCain made a motion to dispense with the Reading of the Minutes and to approve the minutes of July 25, 2011. Mr. Payne seconded the motion. The roll call vote was as follows:

AYES:	McCain, Payne, Nielsen, Mims
NAYES:	None
ABSENT:	Morrow

The Mayor recognized Danny and Pat Hall in the audience.

The following Resolution was Introduced by Mr. Mims and Seconded by Mr. Nielsen as follows, to-wit:

**RESOLUTION NO. 077 OF 2011**

**A RESOLUTION AUTHORIZING THE MAYOR TO OPEN THE  
BIDS FOR LIQUID CHLORINE FOR THE WATER TREATMENT PLANT**

**(BID NO. 0517)**

**WHEREAS**, by Resolution No. 070 of 2011 the Mayor was authorized to advertise for bids for Liquid Chlorine for the Water Treatment Plant (Bid No. 0517).

**WHEREAS**, this bid was advertised in the *Natchitoches Times* on July 15, 2011 in accordance with law; and

**WHEREAS**, the City wishes to open the bids for Liquid Chlorine for the Water Treatment Plant (Bid No. 0517); and

**WHEREAS**, the following committee members were appointed to review the bids received and make a recommendation: Pat Jones, Edd Lee, Sylvia Morrow, and Bryan Wimberly.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Mayor Wayne McCullen be and is hereby authorized, empowered and directed to open the bids for the Liquid Chlorine for the Water Treatment Plant (Bid No. 0517).

This Resolution was then presented for a vote, and the vote was recorded as follows:

**AYES:** Mims, Nielsen, McCain, Payne  
**NAYS:** None  
**ABSENT:** Morrow  
**ABSTAIN:** None

**THEREUPON**, Mayor Wayne McCullen declared the Resolution passed by a vote of 4 Ayes to 0 Nays this the 8<sup>th</sup> day of August, 2011.

  
\_\_\_\_\_  
**WAYNE McCULLEN, MAYOR**

Mr. Mims opened the bids for the purchase of liquid chlorine for the water treatment plant, bid 0517, as follows:

- |    |  |              |
|----|--|--------------|
| 1) | Harcros Chemicals<br>Shreveport, Louisiana | No bid       |
| 2) | Altivia Corporation<br>Houston, Texas      | \$545.00/ton |
| 3) | DPC Enterprises, LP<br>Reserve, Louisiana  | \$620.00/ton |

A committee was appointed to evaluate the bids and report back at the next Council meeting consisting of:

Mr. Pat Jones, Director of Finance  
Mr. Edd Lee, Director of Purchasing  
Councilman Sylvia Morrow  
Bryan Wimberly

<b>BID TALLY SHEET – CITY OF NATCHITOCHES</b>	
<b>Bid:</b> #0517 – Liquid Chlorine/Water Treatment Plant	<b>OPEN DATE:</b> Monday, August 08, 2011
<b>RFP:</b>	<b>Place:</b> Purchasing Department 1400 Sabine Street Natchitoches, LA 71457

**Bid:** #0517 – Liquid Chlorine/Water Treatment Plant

<b>OPEN DATE:</b>	Monday, August 08, 2011
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**RFP:**

<b>Place:</b>	Purchasing Department 1400 Sabine Street Natchitoches, LA 71457
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	VENDOR	BID AMOUNTS
1.)	DPC Enterprises, LP	\$620.00/ton
2.)	Altivia Corporation	\$545.00/ton
3.)	Harcros	No Bid
	BID AWARDED TO:	

The following Resolution was Introduced by Mr. Nielsen and Seconded by Mr. Payne as follows, to-wit:

**RESOLUTION NO. 078 OF 2011**

**A RESOLUTION AUTHORIZING THE MAYOR TO OPEN BIDS FOR  
BULK HYDRATED LIME FOR THE WATER TREATMENT PLANT**

**(BID NO. 0518)**

**WHEREAS**, by Resolution No. 071 of 2011 the Mayor was authorized to advertise for bids for Bulk Hydrated Lime for the Water Treatment Plant (Bid No. 0518); and

**WHEREAS**, this bid was advertised in the *Natchitoches Times* on July 15, 2011 in accordance with law; and

**WHEREAS**, the City wishes to open the bids for Bulk Hydrated Lime for the Water Treatment Plant (Bid No. 0518) in accordance with law; and

**WHEREAS**, the following committee members were appointed to review the bids received and make a recommendation: Pat Jones, Director of Finance; Edd Lee, Director of Purchasing; Sylvia Morrow, Councilwoman; and Bryan Wimberly, Director of Utilities.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Mayor Wayne McCullen be and is hereby authorized, empowered and directed to open the bids for Bulk Hydrated Lime for the Water Treatment Plant (Bid No. 0518).

This Resolution was then presented for a vote, and the vote was recorded as follows:

**AYES:** Nielsen, Payne, Mims, McCain

**NAYS:** None

**ABSENT:** Morrow

**ABSTAIN:** None

**THEREUPON**, Mayor Wayne McCullen declared the Resolution passed by a vote of 4 Ayes to 0 Nays this the 8<sup>th</sup> day of August, 2011.

  
\_\_\_\_\_  
WAYNE McCULLEN, MAYOR

Mr. Payne and Mr. Nielsen opened the bids for the purchase of bulk hydrated lime for the water treatment plant, Bid No. 0518, as follows:

- |    |  |              |
|----|--|--------------|
| 1) | Industrial Chemicals Incorporated<br>Birmingham, Alabama | \$235.00/ton |
| 2) | U.S. Lime Company<br>Shreveport, Louisiana               | \$145.34/ton |
| 3) | Texas Lime Company                                       | \$153.65/ton |
| 4) | Carmeuse Lime<br>Pittsburg, Pennsylvania                 | No bid       |
| 5) | Unimin Southern Lime<br>Calera, Alabama                  | No           |
| 6) | Harcros Chemicals<br>Shreveport, Louisiana               | No           |

A committee was appointed to evaluate the bids and report back at the next Council meeting consisting of:

Mr. Pat Jones, Director of Finance  
Mr. Edd Lee, Director of Purchasing  
Councilman Sylvia Morrow  
Bryan Wimberly

# BID TALLY SHEET – CITY OF NATCHITOCHES

<b>Bid:</b> #0518 – Bulk Hydrated Lime/Water Treatment Plant	<b>OPEN DATE:</b> Monday, August 08, 2011
<b>RFP:</b>	<b>Place:</b> Purchasing Department 1400 Sabine Street Natchitoches, LA 71457

	<b>VENDOR</b>	<b>BID AMOUNTS</b>
1.)	Industrial Chemicals Inc.	\$235.00/ton
2.)	US Lime Company – Shreveport	\$145.34/ton
3.)	Texas Lime Company	\$153.65/ton
4.)	Carmeuse Lime	No Bid
5.)	Unimin Southern Lime	No Bid
6.)	Harcros	No Bid
	<b>BID AWARDED TO:</b>	



The following Resolution was Introduced by Mr. McCain and Seconded by Mr. Mims as follows, to-wit:

**RESOLUTION NO. 079 OF 2011**

**A RESOLUTION AUTHORIZING THE MAYOR TO  
ADVERTISE AND ACCEPT BIDS FOR THE PURCHASE OF  
CAPACITOR VOLTAGE TRANSFORMERS AND METERING  
POTENTIAL TRANSFORMERS FOR ST. MAURICE SUBSTATION**

**(BID NO. 0521)**

**WHEREAS**, the City wishes to advertise for Public Bids for the purchase of capacitor voltage transformers and metering potential transformers for the St. Maurice Substation (Bid No. 0521).

**WHEREAS**, sealed bid proposals will be received by the City of Natchitoches Purchasing Department, 1400 Sabine Street, Natchitoches, Louisiana 71457 until 4:00 P.M. on September 12, 2011; and

**WHEREAS**, bid proposals will be opened and read aloud at the regularly scheduled City Council Meeting on September 12, 2011 at 7:00 p.m. held at the Natchitoches Arts Center, 716 Second Street, Natchitoches, Louisiana; and; and

**WHEREAS**, upon receipt of proposals, the committee members consisting of Pat Jones, Director of Finance; Edd Lee, Director of Purchasing; Don Mims, Councilman-at-Large; Bryan Wimberly, Director of Utilities; and Mike Hilton, Professional Engineer, are to review and make a recommendation of the bids received.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Honorable Wayne McCullen, Mayor, be and is hereby authorized, empowered and directed to order the publication of the above bid.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	McCain, Mims, Nielsen, Payne
<b>NAYS:</b>	None
<b>ABSENT:</b>	Morrow
<b>ABSTAIN:</b>	None

**THEREUPON**, Mayor Wayne McCullen declared the Resolution passed by a vote of 4 Ayes to 0 Nays this the 8<sup>th</sup> day of August, 2011.

  
WAYNE McCULLEN, MAYOR

## **BID INVITATION**

**DATE: August 8, 2011**

**FROM:** City of Natchitoches  
Purchasing Department  
1400 Sabine Street  
Natchitoches, LA 71457

**BID NO.** 0521

**BID TITLE: Capacitor Voltage Transformers and Metering Potential  
Transformers for St. Maurice Substation**

SEALED BID PROPOSALS WILL BE  
RECEIVED UNTIL 4PM,

September, 12, 2011

AT THE OFFICE OF EDD LEE,  
DIRECTOR OF PURCHASING, 1400  
SABINE STREET, NATCHITOCHES, LA  
71457 UNTIL 4:00 PM.

FOR ADDITIONAL INFORMATION  
CONTACT THE FOLLOWING:

Edd Lee  
DIRECTOR OF PURCHASING  
(318) 357-3824

## INSTRUCTIONS TO BIDDERS

1. Sealed bid proposals **must** be received on the Bid Proposal Form, Page #3 or attachments thereto prior to opening date and time to be considered. **Please Note: Bids must be submitted on the supplied forms or attachments to be considered.** Late proposals will be returned unopened, bids will be opened during the City Council meeting which begins at 7 PM.
2. Bids shall be plainly marked as to the bid number, name of the bid, and bid opening date on the outside of the envelope **contained in this package for this purpose.** This supplied envelope will be completely sealed and mailed or delivered to the Purchasing Department, 1400 Sabine Street, Natchitoches, LA 71457.
3. Any submitted article deviating from the specifications **must** be identified and have full descriptive data accompanying same, failure to provide the appropriate information **shall** be just cause for rejection of the bid. Deviations **must** be submitted on separate sheet or sheets. Functionally equivalent items will be considered.
4. All work and supplies are to be quoted FOB Natchitoches and delivered to Power Plant Substation, 1110 Power Plant Drive, Natchitoches, LA 71457
5. The City of Natchitoches reserves the right to reject any and all bids, requires submitted bids remain in force for a period of sixty (60) days after opening or until award is made, which ever comes first.
6. The Natchitoches Utility Department assumes responsibility for the correctness and clarity of the bid, and all information and/or questions pertaining to this bid shall be directed to the Director of Purchasing.
7. The conditions and terms of this bid will be considered when evaluating for award.
8. The City of Natchitoches is exempt from all state taxes.
9. Any technical questions concerning specifications shall be directed to Bryan Wimberly, 318-357-3850 or Mike Hilton, P.E. 318-471-3088.

BID PROPOSAL

PLEASE MARK YOUR SEALED BID ENVELOPE: BID NO. #0521

**DESCRIPTION & Pricing:**

**Hi-Cap 72.5kv Capacitor Coupling Voltage Transformers:**

**Quantity – 3      Price Each \_\_\_\_\_      Sub Total \_\_\_\_\_**

**72.5kv Capacitor Coupling Voltage Transformers:**

**Quantity – 1      Price Each \_\_\_\_\_      Sub Total \_\_\_\_\_**

**72.5kv Metering Class Potential Transformers:**

**Quantity – 3      Price Each \_\_\_\_\_      Sub Total \_\_\_\_\_**

**Grand Total      \$ \_\_\_\_\_**

ALL ITEMS LISTED IN THIS BID WILL BE DELIVERED TO:  
CITY OF NATCHITOCHE, 1110 Power Plant Dr., NATCHITOCHE, LA 71457  
BIDDER MUST COMPLETE THE FOLLOWING

PRICES HELD FIRM FOR DURATION OF CONTRACT: \_\_\_\_ YES \_\_\_\_ NO

PRICES HELD FIRM FOR A PERIOD OF: \_\_\_\_\_ CALENDER DAYS

BID ACCEPTANCE PERIOD OF: \_\_\_\_\_ CALENDER DAYS

DISCOUNT TERMS: \_\_\_\_\_ PER CENT (%)

DELIVERY WILL BE COMPLETED WITHIN: \_\_\_\_\_ CALENDER DAYS AFTER  
RECEIPT OF CONTRACT, ORDER OR OTHER FORM AS NOTICE OF AWARD.

THE UNDERSIGNED BIDDER DECLARES THAT HE HAS SPECIFIC AND LEGAL  
AUTHORIZATION TO OBLIGATE HIMSELF AND /OR HIS FIRM TO THE TERMS OF THIS BID  
AND FURTHER THAT HE HAS EXAMINED THE INVITATION TO BID, THE INSTRUCTIONS TO  
BIDDERS AND THE SPECIFICATIONS AND HEREBY PROMISES AND AGREES THAT IF THIS  
BID IS ACCEPTED HE WILL FAITHFULLY FULFILL THE TERMS OF THIS BID TOGETHER  
WITH ALL GUARANTEES AND WARRENTIES RELATING THERETO. ANY AND ALL  
EXCEPTIONS HAVE BEEN NOTED WITHIN.

_____ BIDDER	_____ MAILING ADDRESS
_____ SIGNATURE	_____ CITY STATE/ZIP
_____ TYPE/PRINT NAME	_____ DATE
_____ TELEPHONE	_____ TITLE

## ORDINANCE NO. 044 OF 2011

AN ORDINANCE AMENDING THE 2010 - 2011 BUDGET  
TO REFLECT ADDITIONAL REVENUES AND EXPENDITURES

WHEREAS, Louisiana Statute requires that the City amend its operating budgets when fund balance is being budgeted, and there is a 5% unfavorable variance in revenues and expenditures.

NOW, THEREFORE BE IT RESOLVED, that the special funds budget be amended to reflect these additional revenues and expenditures as follows:

	<u>2010-2011 Original Budget</u>	<u>2010-2011 Amended Budget</u>	<u>Increase/ Decrease</u>
<b><u>STOP Grant (Fund 024)</u></b>			
<b><u>EXPENSE</u></b>			
024-0000-591-10-50 (Overtime)	28,598	39,500	10,902
024-0000-591-11-12 (FICA/Medicare)	0	1,000	1,000
024-0000-591-11-14 (Workers Comp)	0	1,000	1,000
	<u>28,598</u>	<u>41,500</u>	<u>12,902</u>
<b><u>Drug Recovery (Fund 025)</u></b>			
<b><u>REVENUE</u></b>			
025-0000-481-00-00 (Miscellaneous Income)	56,667	40,300	(16,367)
025-0000-491-28-00 (Transfers/LLEBG Program)	0	6,400	6,400
	<u>56,667</u>	<u>46,700</u>	<u>(9,967)</u>
<b><u>EXPENSE</u></b>			
025-0000-591-30-19 (Materials & Supplies/Ammo)	1,000	3,300	2,300
025-0000-591-30-25 (Materials & Supplies/Machinery & Equipment)	3,000	9,900	6,900
	<u>4,000</u>	<u>13,200</u>	<u>9,200</u>
<b><u>Prisoner/Bond Release (Fund 027)</u></b>			
<b><u>EXPENSE</u></b>			
027-0000-591-30-01 (Materials & Supplies/Office Supplies)	0	6,760	6,760
027-0000-591-40-02 (Travel/PerDiem)	7,000	17,000	10,000
	<u>7,000</u>	<u>23,760</u>	<u>16,760</u>
<b><u>Event Center Operations (Fund 040)</u></b>			
<b><u>REVENUE</u></b>			
040-0000-480-01-00 (Facility Rent)	150,000	130,000	(20,000)
040-0000-480-04-00 (Catering)	75,000	50,000	(25,000)
	<u>225,000</u>	<u>180,000</u>	<u>(45,000)</u>
<b><u>Downtown Riverbank Wall (Fund 051)</u></b>			
<b><u>REVENUE</u></b>			
051-0000-431-06-01 (Local Grant)	50,000	0	(50,000)
	<u>50,000</u>	<u>0</u>	<u>(50,000)</u>
<b><u>911 Grant/Police (Fund 053)</u></b>			
<b><u>EXPENSE</u></b>			
053-0000-591-30-16 (Materials & Supplies/Tools and Equipment)	0	18,000	18,000
	<u>0</u>	<u>18,000</u>	<u>18,000</u>
<b><u>Main Street Promotions (Fund 056)</u></b>			
<b><u>REVENUE</u></b>			
056-0000-481-09-00 (Blooming on the Bricks)	3,000	7,000	4,000
	<u>3,000</u>	<u>7,000</u>	<u>4,000</u>
<b><u>EXPENSE</u></b>			
056-0000-591-35-16 (Promotional/Improvements)	6,000	10,000	4,000
	<u>6,000</u>	<u>10,000</u>	<u>4,000</u>
<b><u>Airport Operations (Fund 061)</u></b>			
<b><u>REVENUE</u></b>			
061-0000-470-01-01 (100 LL Sales)	142,000	155,000	13,000
061-0000-470-01-02 (Jet A Sales)	190,000	277,000	87,000
	<u>332,000</u>	<u>432,000</u>	<u>100,000</u>
<b><u>EXPENSE</u></b>			
061-0000-591-31-01 (100LL Fuel)	100,000	140,000	40,000
061-0000-591-31-02 (Jet A Fuel)	130,000	190,000	60,000
	<u>230,000</u>	<u>330,000</u>	<u>100,000</u>
<b><u>Animal Shelter (Fund 062)</u></b>			
<b><u>REVENUE</u></b>			
062-0000-443-00-00 (Charges for Services)	5,000	2,500	(2,500)
	<u>5,000</u>	<u>2,500</u>	<u>(2,500)</u>
<b><u>NW Law Enforcement Plan Agency (Fund 064)</u></b>			
<b><u>REVENUE</u></b>			
064-0000-431-09-00 (Local Grant)	2,000	0	(2,000)
	<u>2,000</u>	<u>0</u>	<u>(2,000)</u>
<b><u>EXPENSE</u></b>			
064-0000-591-40-02 (Travel/Per Diem)	11,000	9,000	(2,000)
	<u>11,000</u>	<u>9,000</u>	<u>(2,000)</u>
<b><u>NHDDC Reimbursements (Fund 068)</u></b>			
<b><u>REVENUE</u></b>			
068-0000-491-02-00 (Transfers In)	0	85,510	85,510
	<u>0</u>	<u>85,510</u>	<u>85,510</u>
<b><u>EXPENSE</u></b>			
068-0000-591-20-13 (Construction)	50,000	120,000	70,000
068-0000-591-30-13 (Materials & Supplies/Buildings and Grounds)	0	23,000	23,000
	<u>50,000</u>	<u>143,000</u>	<u>93,000</u>
<b><u>Capital Improvement/Special (Fund 071)</u></b>			
<b><u>REVENUE</u></b>			
071-0000-491-74-00 (Transfers/Water Sewer Sales Tax Fund)	550,000	325,000	(225,000)
	<u>550,000</u>	<u>325,000</u>	<u>(225,000)</u>
<b><u>EXPENSE</u></b>			
071-0000-591-40-14 (Grants Match)	325,000	0	(325,000)
	<u>325,000</u>	<u>0</u>	<u>(325,000)</u>
<b><u>Capital Projects - Water Treatment (Fund 075)</u></b>			
<b><u>REVENUE</u></b>			
075-0000-482-01-01 (Bond Proceeds)	1,700,000	2,060,000	360,000
	<u>1,700,000</u>	<u>2,060,000</u>	<u>360,000</u>
<b><u>EXPENSE</u></b>			
075-0000-591-20-13 (Construction)	1,600,000	1,980,000	380,000

	1,600,000	1,980,000	380,000
<b><u>Virginia Baker Park (Fund 079)</u></b>			
<b><u>REVENUE</u></b>			
079-0000-491-02-00 (Transfers In)	0	83,084	83,084
	0	83,084	83,084
<b><u>EXPENSE</u></b>			
079-0000-591-20-13 (Construction)	150,000	100,000	(50,000)
	150,000	100,000	(50,000)
<b><u>Debt Service - ARRA 09 - Sewer Upgrades (Fund 083)</u></b>			
<b><u>REVENUE</u></b>			
083-0000-482-01-01 (Bond Proceeds)	824,381	740,760	(83,621)
	824,381	740,760	(83,621)
<b><u>EXPENSE</u></b>			
083-0000-591-20-13 (Construction)	742,414	650,000	(92,414)
	742,414	650,000	(92,414)
<b><u>Hayes Avenue (Fund 090)</u></b>			
<b><u>REVENUE</u></b>			
090-0000-491-72-00 (Transfers In)	130,000	150,000	20,000
	130,000	150,000	20,000
<b><u>EXPENSE</u></b>			
090-0000-591-20-13 (Construction)	130,000	150,000	20,000
	130,000	150,000	20,000
<b><u>Multijurisdictional Task Force (Fund 104)</u></b>			
<b><u>REVENUE</u></b>			
104-0000--481-00-00 (Miscellaneous Income)	20,182	14,080	(6,102)
	20,182	14,080	(6,102)
<b><u>EXPENSE</u></b>			
104-0000-591-10-50 (Overtime)	12,182	13,490	1,308
	12,182	13,490	1,308
<b><u>Keep Louisiana Beautiful (Fund 112)</u></b>			
<b><u>REVENUE</u></b>			
112-0000-432-09-00 (State Grant)	5,500	2,200	(3,300)
	5,500	2,200	(3,300)
<b><u>NSU Turf Replacement (Fund 134)</u></b>			
<b><u>EXPENSE</u></b>			
134-0000-591-40-03 (Miscellaneous Other Expense)	0	4,640	4,640
	0	4,640	4,640
<b><u>SRAC - Arts Funding Grant (Fund 201)</u></b>			
<b><u>REVENUE</u></b>			
201-0000-431-09-00 (Local Grant)	3,222	2,350	(872)
	3,222	2,350	(872)
<b><u>EXPENSE</u></b>			
201-0000-591-35-16 (Promotional/Improvement)	3,222	1,600	(1,622)
	3,222	1,600	(1,622)
<b><u>Asst to Firefighters Grant (Fund 205)</u></b>			
<b><u>REVENUE</u></b>			
205-0000-433-09-00 (Federal Grant)	0	55,950	55,950
	0	55,950	55,950
<b><u>EXPENSE</u></b>			
205-0000-591-90-02 (Machinery & Equipment)	0	63,000	63,000
	0	63,000	63,000
<b><u>Knock Knock Grant (Fund 206)</u></b>			
<b><u>REVENUE</u></b>			
206-0000-491-12-00 (Transfer In)	0	5,941	5,941
	0	5,941	5,941
<b><u>EXPENSE</u></b>			
206-0000-591-10-50 (Overtime)	10,000	8,400	(1,600)
	10,000	8,400	(1,600)
<b><u>LETPP (Fund 207)</u></b>			
<b><u>REVENUE</u></b>			
207-0000-433-09-00 (Federal Grant)	16,800	9,800	(7,000)
	16,800	9,800	(7,000)
<b><u>EXPENSE</u></b>			
207-0000-591-30-25 (Machinery & Equipment)	16,800	9,800	(7,000)
	16,800	9,800	(7,000)
<b><u>EECBG (Fund 214)</u></b>			
<b><u>REVENUE</u></b>			
214-0000-433-09-00 (Federal Grant)	104,000	7,500	(96,500)
	104,000	7,500	(96,500)
<b><u>EXPENSE</u></b>			
214-0000-591-20-13 (Construction)	104,000	7,500	(96,500)
	104,000	7,500	(96,500)
<b><u>CON - Construction of Parking Lot (Fund 215)</u></b>			
<b><u>REVENUE</u></b>			
215-0000-491-01-14 (Transfers - Downtown Parking Fund)	0	41,180	41,180
	0	41,180	41,180
<b><u>EXPENSE</u></b>			
215-0000-591-20-13 (Construction)	156,000	170,000	14,000
	156,000	170,000	14,000
<b><u>Employee Health Insurance (Fund 311)</u></b>			
<b><u>EXPENSE</u></b>			
311-0000-591-40-09 (Insurance Claims)	1,680,800	1,747,800	67,000
	1,680,800	1,747,800	67,000
<b><u>Police Bond (Fund 313)</u></b>			
<b><u>REVENUE</u></b>			
313-0000-481-00-00 (Miscellaneous Income)	400,000	534,000	134,000
	400,000	534,000	134,000

**EXPENSE**

313-0000-591-35-09 (Marshall's Office)

400,000	534,000	134,000
400,000	534,000	134,000

**Garbage Service Fund (Fund 315)**

**REVENUE**

315-0000-441-00-00 (Garbage Collection)

2,170,000	2,120,000	(50,000)
2,170,000	2,120,000	(50,000)

**Supplies/Inventory Fund (Fund 320)**

**EXPENSE**

320-0000-591-35-29 (Inventory Over/Short)

0	4,700	4,700
0	4,700	4,700

The Above Ordinance was introduced on the 25th day of July, having been duly advertised in accordance with law and a public hearing had on same, was put to a vote by the Mayor and the vote was recorded as follows:

AYES: Nielsen, McCain, Payne, Mims  
NAYS: None  
ABSENT: Morrow  
ABSTAIN: None

THEREUPON, the Mayor declared the Ordinance **PASSED** this 8th Day of August, 2011 by a vote of 4 ayes to 0 nays.

  
MAYOR

  
MAYOR PRO TEMPORE

Delivered to the Mayor on August 9, 2011 at 10:00 a.m.

The following Resolution was Introduced by Mr. Payne and Seconded by Mr. Nielsen as follows, to-wit:

**RESOLUTION NO. 076 OF 2011**

**RESOLUTION ADOPTING THE PARISH-WIDE  
HAZARD MITIGATION PLAN UPDATE**

**WHEREAS**, the Natchitoches Parish Police Jury has received grant funds from the Federal Emergency Management Agency, through the Governor's Office of Homeland Security and Emergency Preparedness, for the update of a hazard mitigation plan; and

**WHEREAS**, our community has participated in the process to update a DMA compliant Hazard Mitigation Plan based on the FEMA guidance available in the "How to Guides"; and

**WHEREAS**, our community wishes to participate in the Hazard Mitigation Plan Update prepared by the Natchitoches Parish government under the oversight of a Steering Committee comprised of Parish-wide representatives; and

**WHEREAS**, Natchitoches Parish and local representatives and governments have participated in the mitigation planning process; and

**WHEREAS**, appropriate opportunity for input by public and community officials has been provided through press releases, open meetings and availability of draft documents; and

**WHEREAS**, the updated plan has been recommended for adoption by the Steering Committee; and

**WHEREAS**, adoption of the updated plan is required prior to further consideration for FEMA funding under the following programs:

- Pre-Disaster Mitigation
- Hazard Mitigation Grant Program
- Flood Mitigation Assistance Program

**NOW, THEREFORE, BE IT RESOLVED THAT THE CITY OF NATCHITOCHES HEREBY** adopts the Natchitoches Parish Hazard Mitigation Plan Update on this the 8<sup>th</sup> day of August, 2011.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Payne, Nielsen, Mims, McCain</b>
<b>NAYS:</b>	<b>None</b>
<b>ABSENT:</b>	<b>Morrow</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, the Mayor, Wayne McCullen, declared the Resolution passed by a vote of 4 ayes to 0 nays, this the 8<sup>th</sup> day of August, 2011.

  
\_\_\_\_\_  
**WAYNE McCULLEN, MAYOR**



The following Resolution was Introduced by Mr. McCain and Seconded by Mr. Mims as follows, to-wit:

**RESOLUTION NO. 080 OF 2011**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE WORK ORDER ADDENDUM NO. ONE-R2-FINAL TO THE OPEN GENERAL SERVICES AGREEMENT BETWEEN THE CITY OF NATCHITOCHES AND AIRPORT DEVELOPMENT GROUP, INC. FOR THE IMPROVEMENTS TO THE NATCHITOCHES REGIONAL AIRPORT CITY OF NATCHITOCHES BID NO. 0500**

**WHEREAS**, the City of Natchitoches and Airport Development Group, Inc. entered into a General Services Agreement for professional services dated June 15, 2010 as approved by Resolution No. 012 of 2010 dated January 25, 2010; and

**WHEREAS**, during construction of the Taxiway and Apron Project, subsurface soil conditions were encountered that required additional work by the contractor that resulted in additional working days as well as additional on-site inspection services to satisfy FAA requirements; and

**WHEREAS**, it is necessary that Work Order Addendum Number One be amended and declared null and void and hereby substituted with Work Order Addendum No. One-R-2-Final (attached hereto); and

**WHEREAS**, any monies charged and/or paid towards Work Order Addendum Number One shall be applied to this work order addendum that include the Basic Services described in Work Order Addendum No. One-R-2-Final; and

**WHEREAS**, the "Work Order Addendum No. One" to "Open General Services Agreement No. One" is amended in the amount of \$19,914.00 to cover additional expenses which increase is eligible for reimbursement from the FAA and LA DOTD; and

**WHEREAS**, the CITY is of the opinion that Work Order Addendum No. One-R-2 to the Open General Services Agreement No. One is in the best interest of the City.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Honorable Wayne McCullen, Mayor, be and is hereby authorized, empowered and directed to execute the referenced Work Order Addendum No. One-R-2-Final to the agreement between the City and Airport Development Group, Inc.

**BE IT FURTHER RESOLVED** that Work Order Addendum No. One-R to the Open General Services Agreement No. One be declared null and void.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	McCain, Mims, Nielsen, Payne
<b>NAYS:</b>	None
<b>ABSENT:</b>	Morrow
<b>ABSTAIN:</b>	None

**THEREUPON**, Mayor Wayne McCullen declared the Resolution passed by a vote of 4 Ayes to 0 Nays this the 8<sup>th</sup> day of August, 2011.

  
WAYNE McCULLEN, MAYOR

**WORK ORDER ADDENDUM NO. ONE-R2 -FINAL**

**TO**

**OPEN GENERAL SERVICES AGREEMENT NO. ONE**

**BETWEEN SPONSOR AND ENGINEER FOR PROFESSIONAL SERVICES**

\*This Work Order Addendum No. One-R2-Final replaces Work Order Addendum No. Two-R dated June 15, 2010.\*

**THIS IS A WORK ORDER ADDENDUM** made by and between the **CITY OF NATCHITOCHES (SPONSOR)**, PO Box 37, Natchitoches, Louisiana, 71458-0037, and **AIRPORT DEVELOPMENT GROUP, INC. (CONSULTANT or ENGINEER)**, 3900 Lakeland Drive, Suite 501 C, Jackson, MS 39232 and 1776 S. Jackson Street, Suite 950, Denver, CO 80210.

For this **WORK ORDER ADDENDUM**, **AIRPORT DEVELOPMENT GROUP, INC.**, will be using the services of **NOWLIN & ASSOCIATES, INC.**, 740 Front Street, Natchitoches, Louisiana 71457 for land surveying, resident inspection and other construction administration services. Additionally, **GTL, INC.**, 226 Parkwood Drive, Alexandria, LA 71306 will be used for geotechnical investigation and testing.

**WITNESSETH:**

**WHEREAS, SPONSOR and ENGINEER** have heretofore entered into an open general services agreement between themselves for professional services, and

**WHEREAS**, parties hereto do now desire to add work by amending certain provisions of said agreement dated the 25<sup>th</sup> day of January 2010, between themselves, and to reduce said amendment to writing;

**NOW, THEREFORE**, in consideration of the original agreement between the parties, the premises hereto, the mutual covenants, promises, doings and things hereinafter set forth, the parties hereto do now agree as follows:

This work order addendum shall make Work Order Addendum Number One null and void. Any monies charged and/or paid towards Work Order Addendum Number One shall be applied to this work order addendum.

This work order addendum establishes the scope and payment for the following Basic Services:

1. Environmental Services for a future construction project of airport improvements:

**1. Complete Environmental Assessment for a 250 Foot Taxiway Extension**

2. Update Disadvantaged Business Enterprise (DBE) plan for construction project of approximately \$405K of airport improvements:

3. Engineering design for construction project of approximately \$405K of airport improvements:

**1. Extend and Light Taxiway "A" from Taxiway "B" to Runway 7-25 (250'x40')**

**and Widen Taxiway "A" at Southernmost Connector.**

**2. Repair Main Aircraft Parking Apron and Overlay Northern Portion of Main Aircraft Parking Apron.\***

4. Bidding the above improvements in one bid upon the completion of the design.

Add the following to Section 1 of the Open General Services Agreement No. One solely for Basic Services for this work item:

1.1 General

- 1.1.1. ENGINEER shall perform professional services as hereinafter stated which include customary civil and electrical engineering services and customary services incidental thereto.
- 1.1.2. ENGINEER shall assist SPONSOR in developing a DBE Plan and project goals for DBE participation, as required.
- 1.1.3. ENGINEER shall update the Airport Layout Plan to reflect changes accomplished by construction associated with this agreement.

1.2 Design Phase

After authorization to proceed from SPONSOR with the design phase for the above construction items, ENGINEER shall:

- 1.2.1. In consultation with SPONSOR, FAA, and other interested parties, determine the extent of the project, and review all available data.
- 1.2.2. Prepare preliminary design documents consisting of design criteria, preliminary drawings, and specifications.
- 1.2.3. Based on the information contained in the preliminary design documents, submit a revised opinion of probable project costs (cost estimates).
- 1.2.4. Provide topographic and cross section survey as necessary to determine existing layout, grades and elevations.
- 1.2.6. Provide soils/pavement investigation to determine the thickness, nature and condition of existing soils and pavements as necessary in order to establish design criteria for new pavements, embankments and/or drainage structures.
- 1.2.7. On the basis of the preliminary design and the revised opinion of probable project cost, prepare for incorporation in the contract documents final drawings to show the character and extent of the project (hereinafter called "drawings"), specifications and contract documents in accordance with FAA standards, as applicable.
- 1.2.8. Furnish to SPONSOR such documents and design data as may be required so that SPONSOR can obtain approval of the FAA or any such governmental authorities as have jurisdiction over design criteria applicable to the project, and assist in obtaining such approvals by participating in submissions to and negotiations with appropriate authorities. If required, ENGINEER and/or SPONSOR shall certify such documents to the FAA prior to advertising for bids.
- 1.2.9. Advise SPONSOR of any adjustments to the latest opinion of probable project cost caused by changes in extent or design requirements of the project or construction costs and furnish a revised opinion of probable project cost based on the final drawings and specifications.

1.2.10. Prepare a design engineer's report, including pavement design, estimates of final quantities and construction costs and identification of deviations from FAA design standards as well as justification for such deviation. This report will be submitted at the time of submittal of final drawings and specifications to the SPONSOR, State and the FAA.

1.2.11. Prepare for review and approval by FAA, SPONSOR, his legal counsel and other advisors, contract agreement forms, general conditions and supplementary conditions, and (where appropriate) bid forms, invitations to bid and instructions to bidders, and assist in the preparation of other related documents.

1.2.12. Furnish up to five copies of the above documents for review by SPONSOR, State and FAA.

1.3 Bidding Phase (1 bid project to be awarded to one prime contractor)

After authorization from the FAA and SPONSOR, to proceed with each bidding phase, ENGINEER shall:

1.3.1. Assist SPONSOR in obtaining bids, bid opening, and processing of bid documents, for one prime contract for construction, materials, equipment and services.

1.3.2. Furnish complete sets of approved drawings, specifications and contract documents for the bidding of the project per Public Bid Law R.S. 38:2212 A.(1)(e.)

1.3.3. Consult with and advise SPONSOR as to the requirements of LA R.S. 38:2215; 2216 and 2212(J) along with LA R.S. 38:2212.5.

1.3.4. Consult with and advise SPONSOR and FAA as to the acceptability of substitute materials and equipment proposed by Contractors when substitution prior to the award of contracts is allowed by the bidding documents.

1.3.5. Assist SPONSOR in evaluating bids or proposals and in assembling and awarding contracts.

1.3.6. Prepare, or assist in the preparation of, the applications for federal and state funds

This work order addendum also establishes the scope and payment for the following Special Services:

Special Services will include construction contract assistance, construction phase administration, construction inspection, acceptance testing & survey, final project acceptance, and project close-out.

Add the following to Section 2 of the Open General Services Agreement No. One solely for Special Services for this work item

2.1 Construction

During the construction phase ENGINEER shall:

2.1.1. Provide resident engineering oversight and construction observation with sufficient qualified inspectors full-time or part-time during construction operations to assure that construction is accomplished in accordance with the drawings and specifications. Major work items will require full-time on-site inspection; other work items will require part-time observation. ENGINEER shall issue such instructions to the Contractor's construction superintendents as are necessary to protect the SPONSOR's interest to the same extent as would the SPONSOR himself if he were present and equipped with the requisite knowledge, skill competence, expertise, and engineering judgment.

2.1.2. ENGINEER shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by Contractors or the safety precautions and programs incident to the work of Contractors. ENGINEER's efforts will be directed toward providing a greater degree of confidence for SPONSOR that the completed work of Contractors is in accordance with the contract documents. ENGINEER shall endeavor to guard SPONSOR against defects and deficiencies in such work. ENGINEER may disapprove or reject work failing to conform to the contract documents.

2.1.3. Review and approve (or take other appropriate action in respect of) shop drawings and samples, the results of tests and inspections and other data which each Contractor is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the contract documents (but such review and approval or other action shall not extend to means, methods, sequences, techniques or procedures of construction or to safety precautions and programs incident thereto); determine the acceptability of substitute materials and equipment proposed by Contractors; and receive and review (for general content) maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection which are to be assembled by Contractors in accordance with the contract documents. The ENGINEER shall review Contractors' weekly payrolls and prepare and maintain necessary records of construction progress.

2.1.4. The ENGINEER shall subcontract a qualified firm to take acceptance tests and require the Contractor to perform quality control as necessary to meet the requirements of the Federal Aviation Administration, in the field and the laboratory, as required, in proper time and in sufficient number to assure construction in accordance with the plans and specifications. Copies of all test reports will be available to the SPONSOR, State and the FAA.

2.1.5. Issue all instructions of SPONSOR to Contractors; issue necessary interpretations and clarifications of the contract documents and in connection therewith prepare change orders or supplemental agreements as required. After acceptance of any modifications, copies of the change order or supplemental agreement will be submitted to the SPONSOR, State and the FAA for approval and signature before proceeding with the work. ENGINEER shall have authority, as SPONSOR's representative, to require special inspection or testing of the work; act as initial interpreter of the requirements of the contract documents and judge of the acceptability of the work there-under and shall make recommendations on all claims of SPONSOR and Contractors relating to the acceptability of the work or the interpretation of the requirements of the contract documents pertaining to the execution and progress of the work; but ENGINEER shall not be liable for the results of any such interpretations or recommendations rendered by him in good faith and in conformance with good engineering practices. SPONSOR shall make decisions based on information and recommendations of the ENGINEER.

2.1.6. The ENGINEER will furnish the State and the FAA a weekly construction progress and inspection report.

2.1.7. Based on ENGINEER's on-site observations as an experienced and qualified professional, the ENGINEER shall prepare and review periodic pay estimates for payment and the accompanying data and schedules, determine the amounts owing to Contractors and recommend in writing, payments to Contractors in such amounts: such recommendations of payment will constitute a representation to SPONSOR, based on such observation and review, that the work has progressed to the point indicated, that, to the best of ENGINEER's knowledge, information and belief; such work is in accordance with the contract documents (subject to an evaluation of such work as a functioning project upon substantial completion, to the results of any subsequent tests called for in the contract documents, and to any qualifications stated in his recommendation), and that payment of the amount recommended is due Contractors; but by recommending any payment ENGINEER will not thereby be deemed to have represented that continuous or exhaustive

examinations have been made by ENGINEER to check the acceptability or quantity of the work or to review the means, methods, sequences, techniques or procedures of construction or safety precautions or programs incident thereto or that ENGINEER has made an examination to ascertain how or to what purposes any Contractor has used the monies paid on account of the contract price, or that title to any of the work, materials or equipment has passed to SPONSOR free and clear of any lien, claims, security interests or encumbrances, or that Contractors have completed their work in accordance with the contract documents. Periodic pay estimates shall be submitted regularly to FAA or state for their respective participation payments. The ENGINEER will assist in preparation of FAA and/or state payment requests.

2.1.8. Monitor compliance with the applicable federal regulations governing grant procurement, including those dealing with pollution, fair labor standards, equal employment opportunity and minority business hiring.

2.1.9. When the project has been completed and is ready for final acceptance, the ENGINEER shall arrange for a final inspection of the finished work by the State, FAA, SPONSOR, Contractors and the ENGINEER to determine if the project has been completed in accordance with the contract documents and if each Contractor has fulfilled all of his obligations thereunder so that ENGINEER may recommend, in writing, final payment to each Contractor and may give written notice to SPONSOR and the Contractors that the work is acceptable (subject to any conditions therein expressed), but any such recommendation and notice shall be subject to the limitations expressed in paragraph 2.1.7.

2.1.10. ENGINEER shall not be responsible for the acts or omissions of any Contractor, or subcontractor, or any of the Contractors' or subcontractors' agents or employees and/or any other persons (except ENGINEER's own employees and/or agents) at the site or otherwise performing any of the Contractor's work; however, nothing contained in paragraphs 2.1.1. through 2.1.10, inclusive, shall be construed to release ENGINEER from liability for failure to properly perform duties undertaken by him in the contract documents.

2.1.11. Upon acceptance of the project, the ENGINEER shall prepare an ALP revision, record construction drawings and final report showing the constructed items, and shall provide the SPONSOR with one set of reproducible record drawings together with one copy of the drawings and report for the State and the FAA.

**ENGINEER** shall perform Basic and Special Services toward the construction of item A with payment per the following paragraphs to be added to Open General Services Agreement No. One solely for this work item:

5.1.1. For Basic Services. SPONSOR shall pay ENGINEER for basic services rendered under Section 1 as follows:

5.1.1.1.a Amount of payment for Item A:

Environmental Assessment	- a lump sum fee of \$ 7,000.
DBE Update	- a lump sum fee of \$ 5,000.
Design	- a lump sum fee of \$34,000.
Bidding	- a lump sum fee of \$ 6,250.
Total Special Services	\$ 52,250.

5.1.2. For Special Services. SPONSOR shall pay ENGINEER for special services rendered under Section 2 as follows: For engineering/consulting services furnished under paragraph 2.1 and for resident services during the construction phase furnished under paragraphs 2.2 and 2.3, SPONSOR

shall pay ENGINEER on the basis of payroll costs times a factor of 2.61 for services rendered by principals and employees assigned to this project. SPONSOR shall pay ENGINEER the actual costs of all reimbursable expenses and subcontract costs incurred. In addition to the above costs, SPONSOR shall pay ENGINEER a fixed fee of \$1,865.00 for item A.

5.1.2.1. Estimated special service costs are based upon the length of construction indicated and/or the amount of services provided. Fees will be renegotiated if construction time is substantially different or requested services substantially exceed those estimated. It is assumed that construction will be awarded with 52\* working days requiring full -time inspection and part-time testing services.

Salaries and Other Expenses	\$ 20,414.*
Fixed Fee	1,865.
Subcontract Inspection	37,500.*
Subcontract Surveying	2,000.
Subcontract Testing	<u>6,000.</u>
Total Special Services	\$ 67,779.*

The above costs are estimates only. They have been used to determine the grand total special service costs. This grand total amount of \$67,779\* shall not be exceeded without prior approval of the SPONSOR.

5.1.2.2. Times of Payments.

ENGINEER shall submit monthly statements for salaries and other expenses and for reimbursable expenses incurred. SPONSOR shall make prompt monthly payments in response to ENGINEER's monthly statements. The fixed fee shall be due and payable when the final invoice is submitted. The record drawings and final construction report shall be submitted to the SPONSOR and FAA not more than 120 calendar days from the final acceptance of all construction on the project.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures this 8<sup>th</sup> day of ~~July~~<sup>August</sup>, 2011.

**SPONSOR:**

CITY OF NATCHITOCHES

By Wayne McCullen  
Wayne McCullen, Mayor

Attest: Carl S. Senter

**CONSULTANT:**

AIRPORT DEVELOPMENT GROUP, INC.

By Michael B. Corkern, Jr.  
Michael B. Corkern, Jr., Associate Principal

Attest: [Signature]

The following Resolution was Introduced by Mr. Mims and Seconded by Mr. Nielsen as follows, to-wit:

**RESOLUTION NO. 081 OF 2011**

**RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE  
CHANGE ORDER NO. 2 TO THE AGREEMENT BETWEEN THE  
CITY OF NATCHITOCHES AND REGIONAL CONSTRUCTION, L.L.C.  
FOR THE CONSTRUCTION OF THE EVENTS CENTER PARKING LOT**

**WHEREAS**, the CITY awarded a contract to Regional Construction, L.L.C. (CONTRACTOR) on September 16, 2010 in the base bid amount of \$136,000.00 for the construction of the Events Center Parking Lot; and,

**WHEREAS**, the CONTRACTOR has issued Change Order No. 1 on March 2, 2011 in the sum of \$35,480.00 making the new contract amount \$171,480.00 and extending the completion date of the contract an additional thirty (30) days, which Change Order was approved by the City Council on March 15, 2011; and

**WHEREAS**, the CONTRACTOR has issued Change Order No. 2 on August 2, 2011 for a decrease of \$1,736.00 for the following:

- |   |              |
|---|--------------|
| 1) Credit difference in CY concrete, steel reinforcing and fence post pipe sleeves for 3'-0" retaining wall | -\$ 1,736.00 |
| Net Change Order #2   | -\$ 1,736.00 |

which will decrease the contract amount to \$169,744.00 with no time extension; and

**WHEREAS**, George Minturn, project architect, recommends approval of Change Order No. 2; and

**WHEREAS**, the CITY is of the opinion that Change Order No. 2 is in the best interest of the CITY and the new contract amount is \$169,744.00 and new completion date of contract will be unchanged.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Natchitoches, in legal session convened, that the Honorable Wayne McCullen, Mayor, be and is hereby authorized, empowered and directed to execute the referenced Change Order No. 2 to the agreement between the CITY and the CONTRACTOR.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	Mims, Nielsen, McCain, Payne
<b>NAYS:</b>	None
<b>ABSENT:</b>	Morrow
<b>ABSTAIN:</b>	None

**THEREUPON**, Mayor Wayne McCullen declared the Resolution passed by a vote of 4 Ayes to 0 Nays this the 8<sup>th</sup> day of August, 2011.

  
WAYNE McCULLEN, MAYOR



UNITED STATES DEPARTMENT OF AGRICULTURE  
RURAL DEVELOPMENT AND  
FARM SERVICE AGENCY

CONTRACT CHANGE ORDER

ORDER NO.

002

DATE

STATE

Louisiana

COUNTY

Natchitoches

CONTRACT FOR

Events Center Parking Lot Addition

OWNER

City of Natchitoches

To Regional Construction, LLC

(Contractor)

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	INCREASE in Contract Price
Credit difference in CY concrete, steel reinforcing and fence post pipe sleeves for 3'-0" retaining wall	\$ 1,736.00	\$
TOTALS	\$ 1,736.00	
NET CHANGE IN CONTRACT PRICE	\$ 1,736.00	

JUSTIFICATION:

A 3'-0" high retaining wall was constructed on site rather than a 5'-0" high retaining wall as detailed on Drawing Sheet A1.6. Pipe sleeves indicated on details were changed to drilled supports per fence supplier recommendations.

The amount of the Contract will be (Decreased) (Increased) By The Sum Of: \_\_\_\_\_

DECREASED One Thousand, Seven Hundred Thirty Six

Dollars (\$ 1,736.00 ).

The Contract Total Including this and previous Change Orders Will Be: \_\_\_\_\_

One Hundred Sixty Nine Thousand, Two Hundred Sixty Four

Dollars (\$ 169,264.00 ).

The Contract Period Provided for Completion Will Be (Increased) (Decreased) (Unchanged): UNCHANGED Days.

This document will become a supplement to the contract and all provisions will apply hereto.

Requested

Recommended

Accepted

Approved by Agency

(Owner)

(Owner's Architect/Engineer)

(Contractor)

(Name and Title)

(Date)

(Date)

(Date)

(Date)

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to U.S. Department of Agriculture, Clearance Officer, STOP 7602, 1400 Independence Avenue, S.W., Washington, D.C. 20250-7602. Please DO NOT RETURN this form to this address. Forward to the local USDA office only. You are not required to respond to this collection of information unless it displays a currently valid OMB control number.

The following Resolution was Introduced by Mr. Nielsen and Seconded by Mr. Payne as follows, to-wit:

**RESOLUTION NO. 082 OF 2011**

**A RESOLUTION AUTHORIZING THE EXECUTION  
OF THE SUBSTANTIAL COMPLETION OF THE  
RENOVATIONS TO THE EVENTS CENTER PARKING LOT**

**WHEREAS**, the City of Natchitoches (OWNER) facilitated the construction of the Events Center Parking Lot; and

**WHEREAS**, the City of Natchitoches retained George Minturn (ARCHITECT) to provide the professional services for design, preparation of plans, specifications and construction services in connection with said project; and

**WHEREAS**, the City awarded a contract to Regional Construction, LLC, (CONTRACTOR) on September 16, 2010 in the amount of \$136,000.00, for construction of the Events Center Parking Lot, and

**WHEREAS**, Change Order 1 added an additional sum of \$35,480.00 and Change Order 2 subtracted a sum of \$1,736.00, bringing the contract total to \$169,744.00; and

**WHEREAS**, it is the opinion of the ARCHITECT that the work required by the CONTRACT has been completed in general conformity with the project plans and specifications as shown by his signature on the Certificate of Substantial Completion dated June 13, 2011.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Natchitoches, in legal session convened:

SECTION 1: That the Honorable Wayne McCullen, Mayor, be and is hereby authorized, empowered and directed to accept the construction work (WORK) performed by CONTRACTOR in association with the said project and to execute the Certificate of Substantial Completion therewith, and

SECTION 2: That the Honorable Wayne McCullen, Mayor, be and is hereby authorized, empowered and directed to issue final payment to the CONTRACTOR upon receipt of the Clear Lien Certificate issued by the Natchitoches Parish Clerk of Court and upon the recommendation of the ARCHITECT to issue said final payment.

**NOW, THEREFORE, BE IT RESOLVED**, that the Natchitoches City Council does hereby authorize the Mayor to execute the Certificate of Substantial Completion for the Events Center Parking Lot.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	Nielsen, Payne, Mims, McCain
<b>NAYS:</b>	None
<b>ABSENT:</b>	Morrow
<b>ABSTAIN:</b>	None

**THEREUPON**, Mayor Wayne McCullen declared the Resolution passed by a vote of 4 Ayes to 0 Nays this the 8<sup>th</sup> day of August, 2011.

  
WAYNE McCULLEN, MAYOR



# AIA® Document G704™ – 2000

## Certificate of Substantial Completion

**PROJECT:**

(Name and address)

Natchitoches Events Center Parking Lot  
808 Second Street  
Natchitoches, LA 71457

**PROJECT NUMBER:** 09-15/

**CONTRACT FOR:** General Construction

**CONTRACT DATE:** September 16, 2010

**OWNER:** ☒

**ARCHITECT:** ☒

**CONTRACTOR:** ☒

**FIELD:** ☒

**OTHER:** ☒

**TO OWNER:**

(Name and address)

City of Natchitoches

P. O. Box 37

Natchitoches, LA 71458-0037

**TO CONTRACTOR:**

(Name and address)

Regional Construction, LLC

P.O. Box 796

Natchitoches, LA 71458-0796

**PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

Natchitoches Events Center Parking Lot as indicated in the original bid documents and the retaining wall as added to the contract by Change Order Number One dated March 2, 2011 and signed on March 15, 2011.

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

**Warranty**

Parking Lot Addition

Retaining Wall

**Date of Commencement**

December 10, 2010

June 13, 2011

George W. Minturn, Architect AIA

**ARCHITECT**

BY

June 13, 2011

**DATE OF ISSUANCE**

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

**Cost estimate of Work that is incomplete or defective: \$0.00**

The Contractor will complete or correct the Work on the list of items attached hereto within Zero (0) days from the above date of Substantial Completion.

Regional Construction, LLC

**CONTRACTOR**

BY

June 13, 2011

**DATE**

The Owner accepts the Work or designated portion as substantially complete and will assume full possession at 12:00 pm (time) on June 16, 2011 (date).

City of Natchitoches

**OWNER**

BY

8-9-11

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)

The Owner shall be responsible for security, maintenance and insurance at the time of possession.

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User Notes:

(1297509999)

UNITED STATES DEPARTMENT OF AGRICULTURE  
RURAL DEVELOPMENT AND  
FARM SERVICE AGENCY

FORM APPROVED  
OMB NO. 0575-0042

CONTRACT CHANGE ORDER

CONTRACT FOR  
Events Center Parking Lot Addition

OWNER  
City of Natchitoches

ORDER NO.  
002

DATE

STATE  
Louisiana

COUNTY  
Natchitoches

To Regional Construction, LLC

(Contractor)

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	INCREASE in Contract Price
Credit difference in CY concrete, steel reinforcing and fence post pipe sleeves for 3'-0" retaining wall	\$ 1,736.00	\$
TOTALS	\$ 1,736.00	
NET CHANGE IN CONTRACT PRICE	\$ 1,736.00	

JUSTIFICATION:

A 3'-0" high retaining wall was constructed on site rather than a 5'-0" high retaining wall as detailed on Drawing Sheet A1.6. Pipe sleeves indicated on details were changed to drilled supports per fence supplier recommendations.

The amount of the Contract will be (Decreased) (Increased) By The Sum Of:

DECREASED One Thousand, Seven Hundred Thirty Six Dollars (\$ 1,736.00 ).

The Contract Total Including this and previous Change Orders Will Be:

One Hundred Sixty Nine Thousand, Two Hundred Sixty Four Dollars (\$ 169,264.00 ).

The Contract Period Provided for Completion Will Be (Increased) (Decreased) (Unchanged): UNCHANGED Days.

This document will become a supplement to the contract and all provisions will apply hereto.

Requested Wayne McCullen (Owner)

8-9-11  
(Date)

Recommended [Signature] (Owner's Architect/Engineer)

6/13/11  
(Date)

Accepted [Signature] (Contractor)

6/13/11  
(Date)

Approved by Agency [Signature] (Name and Title)

[Signature]  
(Date)

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Upon Motion made by Mr. Nielsen and Seconded by Mr. Payne, a motion to add Resolution No. 083 to the agenda was offered. Mayor McCullen called for a roll call vote to add Resolution No. 083 to the Agenda and the vote was recorded as follows:

**AYES:** Nielsen, Payne, Mims, McCain

**NAYS:** None

**ABSENT:** Morrow

**ABSTAIN:** None

**THEREUPON**, Mayor Wayne McCullen declared the Motion passed by a vote of 4 Ayes to 0 Nays and Resolution No. 083 was declared added to the Agenda.

The following Resolution was Introduced by Mr. Nielsen and Seconded by Mr. Payne as follows:

**RESOLUTION NO. 083 OF 2011**

**A RESOLUTION DESIGNATING FRIDAY, SEPTEMBER 2, 2011  
AS AN OFFICIAL HOLIDAY FOR THE EMPLOYEES OF THE CITY  
OF NATCHITOCHES FOR THE YEAR 2011**

**WHEREAS**, the Mayor and City Council of the City of Natchitoches appreciate the hard work of the Natchitoches City Employees; and

**WHEREAS**, to show appreciation for the dedicated efforts of our City Employees, the Mayor and Natchitoches City Council wish to declare, Friday, September 2, 2011 as an official City Holiday for 2011.

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor Wayne McCullen, that Friday, September 2, 2011 be declared an Official Holiday for the City of Natchitoches Employees.

This Resolution was then presented for a vote, and the vote was recorded as follows:

<b>AYES:</b>	<b>Nielsen, Payne, Mims</b>
<b>NAYS:</b>	<b>McCain</b>
<b>ABSENT:</b>	<b>Morrow</b>
<b>ABSTAIN:</b>	<b>None</b>

**THEREUPON**, Mayor Wayne McCullen declared the Resolution **PASSED** by a vote of 3 ayes to 0 nays, this the 8<sup>th</sup> day of August, 2011.

  
WAYNE McCULLEN, MAYOR

Ms. Shirley A. Small-Rougeau stated that her sore point is the Event's Center and its parking lot. Ms. Rougeau stated that we are spending quite a bit of money on the parking lot that she has never seen full although there have been events at the Center. They use the Service Center parking as well. She commend Jack McCain for saving some money because you know we really need money on a parking lot that may never be used.

Mayor McCullen asked if there was any further business, there being none Mr. Nielsen made a motion to adjourn the meeting, Mr. Payne seconded the motion, and the meeting was adjourned at 7:36 p.m.

  
WAYNE McCULLEN, MAYOR

  
DON MIMS, MAYOR PRO TEMPORE